

**Michigan's State Planning Project for the Uninsured
Advisory Council
Ground Rules for Decision Making**

Advisory Council members agree to the following ground rules to facilitate decision-making:

The Advisory Council will use the procedure of "Consensus with Qualification" to make decisions. "Consensus with Qualification" does not mean 100 percent agreement on everything by all members. The following three conditions must be met to reach "Consensus with Qualification:"

- a) All members agree that the information in the proposal is factually correct.
- b) Each member is 80% comfortable with the recommendation or proposal. The council will work with each proposal or recommendation to address any member concerns, in order to assure that each member is 80% comfortable and to assure that member organizations will not oppose it.
- c) With regard to the final product (not individual proposals or components but rather the final recommendations), 80% of the members are fully satisfied.

The process to reach "Consensus with Qualification" will assure that all concerns have been heard, understood, and addressed to the fullest degree possible and to the satisfaction of the group.

For decision items, the following steps will occur:

- a) Proposals are presented and clarified to the group. (Whenever possible, proposals will be distributed in advance of the meeting.)
- b) Participants grade the proposal as:
 - 1) Totally agree
 - 2) Can live with it
 - 3) Have legitimate concerns (possible consequences of the proposal that are contrary to the goals of the group)
- c) Concerns are listed and addressed by the group. Changes can be introduced to the proposal.

The Advisory Council is charged with offering recommendations to the Director of the Michigan Department of Community Health. As a federally grant funded initiative, the Department needs to be responsive to the federal reporting requirements. If the Advisory Council fails to reach consensus, participants will clarify their objections and the Council co- chairs will issue a recommendation, with input from the group, to the Director of the Department of Community Health. It is not expected that all members will support the recommendations if consensus is not reached.